
**Charlotte-Mecklenburg Police Department
Citizens Academy and Community Education Workshops
Program Guide 2016**

The Charlotte-Mecklenburg Police Department and Training Academy is pleased to provide citizens of the Charlotte-Mecklenburg community an opportunity to learn more about the CMPD and our services to the community.

Through a series of lectures, simulated activities, practical sessions and tours citizens are given the opportunity to learn firsthand about police operations. The Citizens Academy program helps the CMPD build community relationship and creates a cadre of citizens that are better informed about police work and our services to the community.

Many of the lecture workshops offered are classified as Community Education Workshops. Citizens are invited to participate in as many of the Community Education Workshops as they desire based on their interest and availability.

The practical sessions offered are only for citizens who have applied for and have been accepted as Citizens Academy participants. In order to graduate from the Citizens Academy a participant must complete the workshops listed in this program guide within a two-year time period.

Classes are held twice a year in the spring (March - June) and again in the fall (September-December). Most sessions are held on Tuesday evenings from 6:30 p.m. – 9:30 p.m. at the Police Training Academy which is located on Shopton Road.

We are looking forward to the 2016 workshops as a year of opportunities for citizens to have a better understanding of our mission and services to the Charlotte-Mecklenburg Community. Please do not hesitate to contact us at the Training Academy should you have any questions. You can reach us at 704-432-1655 or by email at mwilliams2@cmpd.org.

We are looking forward to your participation.



Maria R. Williams
Program Facilitator

**2016 Community Education Workshops
& Citizens Academy Program
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Program Overview

This program offers Community Education Workshops that are open to the public as well as the Citizens Academy Program which includes practical activities that are open only to Citizens Academy participants.

Community Education Workshops

Workshops open to the public

- CMPD History, Mission and Organization
- Police Officer Selection and Training
- Constitutional Law, Laws of Arrest, Search and Seizure
- Internal Affairs and Officer Use of Force
- Crime Prevention
- Use of Crime Analysis
- Traffic Enforcement
- Criminal Investigations and Gangs
- Community Policing and Panel

Citizens Academy Program

Workshops – (All Required)

- CMPD History, Mission and Organization
- Police Officer Selection and Training
- Constitutional Law, Laws of Arrest, Search and Seizure
- Internal Affairs and Officer Use of Force
- Crime Prevention
- Use of Crime Analysis
- Traffic Enforcement
- Criminal Investigations and Gangs
- Community Policing and Panel

Citizens Academy Only

Practical Activities – (All Required)

- Traffic Stops
- Police Driving
- Defensive Tactics
- Firearms
- Resource and Activity Day
- Communications-911, Crime Reporting, Police Records, Command Center
- Crime Scene Search, Property Control, Crime Lab











Citizens Academy Elective -

Activities (Choose One Activity)

- Community Meeting
- Patrol Ride-Along

What To Expect During The Workshop

The following icons represent the various delivery methods that will be used in the workshops. All icons that apply to a particular workshop appear in the course descriptions that follow. These icons will help you understand what to expect in a particular workshop.

<i>Workshop Icons</i>	
 Lecture	Lecture Portions of the material to be covered will be delivered through a lecture format
 Discussion	Group Discussions You will interact with others in large or small groups through open dialogue
 Handouts	Workbook/Handouts You will be given a workbook or handouts
 Audio Visuals	Audio Visuals PowerPoint, DVD's, Videos or Clips will be used or shown
 Practical	Practical Participation You will be involved in practical exercises, some of these activities will be held outside
 Demonstration	Demonstration Techniques will be demonstrated or equipment displayed
 Computer	Computer Hands-on Online exercises will be used to anchor your understanding
 Video Taping	Video-Taping You may be videotaped or pictures taken during this workshop
 Panel Discussion	Panel Discussion A panel will discuss the topic and answer your questions
 Tour	Tour Includes a tour of facilities or other locations

CMPD General Interest Workshops

CMPD Our History, Mission and Organization

Target Audience:	All Citizens; Citizens Academy Core Course
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	March 8, 2016 and September 6, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	CMPD Training Academy 1770 Shopton Road
Facilitator:	Various

Course Description

This workshop provides general information about the CMPD. It includes a history of the police department including significant events, changes and accomplishments over the years. The Department's mission and the community policing philosophy will be discussed.

You will also learn about the organizational and rank structure of the Police Department during this session.



Lecture



Handouts

CMPD Police Officer Recruitment, Selection and Training Process

Target Audience:	All Citizens; Citizens Academy Core Course
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	March 15, 2016 and September 13, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	CMPD Training Academy – 1770 Shopton Road
Facilitator:	Training Academy Staff

Course Description

This workshop will provide you with information about our process for recruiting, selecting and hiring CMPD police officers. You will learn about the procedures that we follow in selecting police officers and preparing them for service to the community. We will review how and where we recruit potential candidates as well as the requirements to become a CMPD officer. Our hiring and screening process will be reviewed and there will be a recruiter on hand after the session to answer any of your specific questions.

You will also learn about the training that our recruit officers undertake during their time in the Training Academy. You will gain insight into the training of recruits, and the continuing education and development of police officers, from their basic classroom preparation through the years following the officer's completion of field training, which is called in-service training.

We will take you on a tour of the Training Academy to see the training facility.



Laws – Constitutional Law, Laws of Arrest, Search and Seizure

Target Audience:	All Citizens; Citizens Academy Core Course
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	March 22, 2016 and September 20, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	CMPD Training Academy – 1770 Shopton Road
Facilitator:	Police Attorney

Course Description

During this workshop you will get an introduction to the United States Constitution and the rights that is guarantees. Some rights are not absolute; as some degree of governmental intrusion upon the rights of the individual is allowed for the safety and well-being of society as a whole.

You will learn about the laws that police officers need to know and understand to do their jobs.

You will get an overview of the First Amendment regarding Freedom of Speech and the Fourth Amendment regarding Search and Seizure. Various court decisions related to these amendments will be discussed. You will become familiar with the test of probable cause that officers apply to determine whether an arrest, search or seizure is justified.



Lecture



Audio Visuals



Handouts



Discussion

Community Policing Philosophy and Panel

Target Audience:	All Citizens; Citizens Academy Core Course
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	June 14, 2016 and December 13, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	Training Academy - 1770 Shopton Road
Facilitator:	Various and Panel

Course Description

During this workshop you will learn about the community policing philosophy that guides the CMPD. You will become familiar with why and how the Department uses a proactive rather than a reactive approach to problem solving and policing.

You will find out about the role of the Community Coordinators, Sergeants and Captains in a patrol division from a panel of police personnel. We will answer your questions about how we respond to calls for service, the importance of community policing and your role as a citizen. There will be a discussion about how officers reach out to the community which leads to cooperation and partnership with the public and citizens.

You will have the opportunity to brainstorm with fellow participants about what you and your community can and will do with the information that has been gained during this workshop and the Citizens Academy Program.

This is our Capstone Class for the Citizens Academy Program.



Lecture



Panel Discussion



Discussion

Crime Prevention

Target Audience:	All Citizens; Citizens Academy Core Course
Maximum Workshop Size:	50
Length:	1.5 hours
Dates Offered:	April 5, 2016 and October 4, 2016
Time:	6:30 p.m. – 8:00 p.m.
Location:	Training Academy - 1770 Shopton Road
Facilitator:	Officer Craig Allen

Course Description

During this workshop you will learn about the role of the Charlotte-Mecklenburg Police Department's Crime Prevention Unit and their work in the community. Some of the programs covered during this session will include the Neighborhood Watch Program for established and at-risk communities, the Business Watch Program, the annual National Night Out event, and other community educational programs which assist residents and visitors of the Charlotte-Mecklenburg community with information on how to not be a victim of crime.



Traffic Enforcement

Target Audience:	All Citizens; Citizens Academy Core Course
Maximum Workshop Size:	50
Length:	1.5 hours
Dates Offered:	April 12, 2016 and October 11, 2016
Time:	6:30 p.m. – 8:30 p.m.
Location:	Training Academy - 1770 Shopton Road
Facilitator:	Training Academy Staff

Course Description

During this workshop you will learn about the responsibilities of citizens being stopped by a law enforcement officer. You will understand why officers refer to traffic stops as “known risk” and “unknown risk” situations. The approach to the stopped vehicle and occupant control will be explained with an emphasis on officer safety. The focus will be on what to do and what not to do during a traffic stop by police.



Lecture



Audio Visuals



Handouts

CMPD Divisions/Units Workshops

CMPD Use of Crime Analysis

Target Audience:	All Citizens; Citizens Academy Core Course
Maximum Workshop Size:	50
Length:	1.5 Hours
Dates Offered:	April 5, 2016 and October 4, 2016
Time:	8:00 p.m. – 9:30 p.m. (held after Crime Prevention Session)
Location:	CMPD Training Academy – 1770 Shopton Road
Facilitator:	CMPD Sergeant, Lieutenant or Captain

Course Description

During this workshop you will learn about the crime mapping tools used by officers to target crime, where to find and how to use the crime statistics available to you as a citizen. You will get an overview of the real time information we use to help reduce crime in your neighborhood. There will be a review of Crime Hot Spots and you will be able to find out where on the internet to look at crimes statistics for your neighborhood.



Lecture

CMPD Internal Affairs (IA) and Officer Use of Force

Target Audience:	All Citizens; Citizens Academy Core Course
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	March 29, 2016 and September 27, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	Training Academy - 1770 Shopton Road
Facilitator:	IA Staff and Academy Defensive Tactics Staff

Course Description

During this workshop you will learn how complaints and internal investigations are conducted to ensure proper officer and non-sworn employee conduct in service to our citizens. You will learn about the high standards that employees are held to both on and off duty as well as gain an understanding about the civil service process.

While most arrests occur without any incident, there are times when an officer must use force to place a suspect in arrest custody. During these encounters, the force being used by officers must be reasonable and necessary, and the police department must manage every use of force incident with a certain level of priority to ensure that the rights of its citizens as well as that of its officers are being protected. You will learn how the police department manages when their officers have to use force during the arrest process against a suspect who is resistant to being taken into custody. The United States Supreme court case, *Graham v Conner*, which helps to govern the use of force by officers will be covered in this session.



Lecture



Demonstration



Discussion

CMPD Criminal Investigations and Gangs

Target Audience:	All Citizens; Citizens Academy Core Course
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	June 7, 2016 and December 6, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	Training Academy – 1770 Shopton Road
Facilitator:	Academy Staff and Officer Mike Nguyen

Course Description

During this workshop you will get an overview of the Criminal Investigations Divisions within the Police Department. You will gain a general understanding of how cases are assigned to detectives, the investigation process and the importance of solvability factors in determining case clearance. The various divisions within Investigations (Property Crime, Special Victims, Violent Crimes and Robbery) will be discussed.

There will be a presentation and discussion about gangs, gang prevention and intervention initiatives for youths.



Lecture



Handouts



Audio Visuals

CMPD Police Records, Crime Reporting Unit, Command Center and 911 Communications

Target Audience:	Citizens Academy Only Workshop
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	May 3, 2016 and November 8, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	CMPD Headquarters – 601 East Trade Street
Facilitator:	Crime Reporting, Records, Command Center and 911 Communications Staff

Course Description

During this workshop you will understand what happens when you file a police report, call 311 or 911 and are transferred to our Crime Reporting Division. You will learn what happens when you file an online report or walk-in to Police Headquarters to report a crime. You will understand how to access police records and arrest reports both electronically and in person.

You will get an overview of 911 Operations and understand what happens when a 911 call comes in. You will learn about the three questions that a 911 Operator will ask a caller and how priorities are assigned to 911 calls.

You will have an opportunity to tour the 911 Communications Room as well as learn about the computer technology that is used to serve citizens. You will also tour the Command Center in Police Headquarters

In order to participate and sign up for this workshop you need to be approved for the Citizens Academy Program.



Lecture



Tour



Demonstration

CMPD Crime Scene Search, Property Control and Crime Lab

Target Audience:	Citizens Academy Only Workshop
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	May 10, 2016 and November 15, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	CMPD Headquarters – 601 East Trade Street
Facilitator:	Crime Scene Search, Property Control and Crime Lab Staff

Course Description

During this workshop you will get an overview of the Crime Scene Search process and the techniques used. You will see the real versus CSI operations of what happens at a Crime Scene. We will take you on a tour of the Crime Scene Lab to include the Biohazardous Room, Bay for Vehicles, Evidence Tables, and Photo Lab. There will be a demonstration of some of the equipment used in the crime scene search process.

You will then learn what happens to the evidence that is collected from a crime scene, how it is processed and where it is stored. You will also find out where to come to reclaim property at our public window.

You will learn about the major functions of the Crime Lab. The importance of protecting crime scenes and methods of collection and the preservation of evidence will be discussed. We will take you on a tour of the Crime Laboratory.

In order to participate and sign up for this workshop you need to be approved for the Citizens Academy Program.



Lecture



Tour



Demonstration

Practical Hands-On Workshops/Activities

Police Driving

Target Audience:	Citizens Academy Only Activity
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	May 17, 2016 and October 25, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	Training Academy - 1770 Shopton Road
Facilitator:	Training Academy Driver Training Instructors

Course Description

During this workshop you will become familiar with the hazards and liabilities incurred by police officers while driving. You will learn about the Smith System and the five keys of safe driving. A discussion about the driver training and preparation recruits are given to prepare to drive a patrol car will be reviewed. After familiarization with a patrol vehicle you will then go to the driving range where several courses will be set-up. Training Academy Driving Instructors will demonstrate driving these courses.

You will have an opportunity to participate by riding in the police car, if desired, and depending on weather conditions.

In order to participate and sign up for this workshop you need to be approved for the Citizens Academy Program.



Practical



Demonstration



Audio Visuals

Traffic Stops

Target Audience:	Citizens Academy Only Activity
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	April 19, 2016 and October 18, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	Training Academy - 1770 Shopton Road
Facilitator:	CMPD Academy Instructors

Course Description

During this workshop you will have the opportunity to role play as a police officer during a mock traffic stop. A stopped car and police car will be set up like a normal traffic stop. You will have the opportunity, if desired, to participate in several role play scenarios.

In order to participate and sign up for this workshop you need to be approved for the Citizens Academy Program.



Practical



Demonstration

Defensive Tactics (DT)

Target Audience:	Citizens Academy Only Activity
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	April 26, 2016 and November 29, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	Training Academy - 1770 Shopton Road
Facilitator:	Training Academy DT Instructors

Course Description

During this workshop you will get an overview of the defensive tactics training that police recruits receive while at the police training academy in order to prepare them for their role as police officers. Recruits of the Charlotte-Mecklenburg Police Department receive many hours of training in Subject Control and Arrest Techniques (SCAT). The techniques used by officers have their base in the martial arts disciplines, western boxing, and close quarter combat training.

The police department's Use of Force Continuum, which is a guide officers use to help determine the appropriate level of force used, will be discussed in class.

In order to participate and sign up for this workshop you need to be approved for the Citizens Academy Program.



Demonstration



Audio Visuals

Firearms – Firing Range

Target Audience:	Citizens Academy Only Activity
Maximum Workshop Size:	50
Length:	3 hours
Dates Offered:	May 24, 2016 and November 1, 2016
Time:	6:30 p.m. – 9:30 p.m.
Location:	Training Academy - 1770 Shopton Road
Facilitator:	Training Academy Firing Range Staff

Course Description

During this workshop you will learn about the general rules related to responsible ownership and use of firearms. Additionally firearm instruction will be presented at the CMPD Firearms Range by Training Academy Staff.

You will receive explicit instruction in range safety. If desired, and depending on weather conditions you will be given an opportunity to fire both pistols and shotguns with live ammunition, which will be provided to participants to use during the class.

In order to participate and sign up for this workshop you need to be approved for the Citizens Academy Program.



Practical



Demonstration

Activity Day

Target Audience:	Citizens Academy Only Activity
Maximum Workshop Size:	50
Length:	2.5 – 3 hours
Dates Offered:	See the Citizens Academy Webpage for updated dates and times
Location:	Training Academy - 1770 Shopton Road
Facilitator:	Various Police Units

Course Description

During this resource and activity day booths and demonstrations will be set up for you to learn about our volunteer opportunities, SWAT team, Bike Patrol, Canine Unit, Helicopter Unit, Lake Enforcement, Bomb Squad, Animal Care and Control and various other demonstrations.

In order to participate and sign up for this workshop you need to be approved for the Citizens Academy Program.

Program Participants will be allowed to bring family and friends to Resource and Activity Day.



Practical



Demonstration



Video Taping

Community Meeting

Target Audience:	Citizens Academy Elective Activity
Length:	Estimated at 2 hours
Dates and Time:	As scheduled
Location:	Community Meeting of Choice

Course Description

You will be attending a community meeting of your choice. More details will be provided during the Citizens Academy Program Overview.

After your community meeting you will be completing a community meeting report.



Practical

Patrol Ride-Along

Target Audience:	Citizens Academy Elective Activity
Length:	Up to 8 hours
Date and Time:	As scheduled with Patrol Divisions
Location:	Patrol Division of Choice

Course Description

You will be riding in a Patrol Car with a patrol officer to observe first hand the actual working conditions. All ride-alongs will be arranged through the Field Operations Administrative Staff. Although this is an elective unit in the Citizens Academy program it is highly recommend because it is one of the best ways of developing an understanding of police work in our community.

Prior to your patrol ride-along we will acquaint you with our Patrol Operations and how we provide direct delivery of primary policing services to the community. You will learn about the geographical boundaries of the patrol divisions and how to find the division that patrols your community.

After your ride-along experience you will complete a ride-along report.

You will complete a ride-along form and receive approval/confirmation from CMPD Field Operations prior to participating in a patrol ride-along.



Practical